

Appendix S

RECORD RETENTION

Records pertaining to portable gauging operations will be maintained in accordance with the requirements specified in Title 180

DOCUMENT	RETENTION INTERVAL
Title 180, Nebraska Administrative	Until termination of license
Radioactive materials license (with all active amendments and supporting documents)	Until termination of license
Provisions of radiation protection program	Until termination of license
Rad. protection program Audits	3 years after records are made
Training and testing records	Until worker's termination or 5 years, whichever is greater
Leak test records	3 years after records are made
Inventory records	3 years after records are made
Copies of "IAEA Certificate of Competent Authority" for each gauges source (Special Form Source Certificate)	1 year beyond last gauge shipment
Records of Type A package test results for each authorized portable gauge model	1 year beyond last gauge shipment
Copies of manufacturer's operation/safety manual for each authorized gauge model	As long as each gauge model is authorized by the license
Receipt records	Until disposal is authorized
Transfer & disposal records	Until termination of license
Prior occupational dose histories	3 years after records are made
Personnel monitoring (PM) results	Until termination of license
Annual PM exposure notification reports	3 years after reports are made
Individual PM reports following employee termination	3 years after reports are made
Records demonstrating compliance with individual members of the public dose limits	Until termination of license
Records of surveys/measurements used to determine external/internal doses	3 years beyond the calibration date
Records of surveys performed to evaluate radiation levels or radiation hazards	Until termination of license
Survey instrument calibration records	3 years beyond the calibration date